

CHAPTER 26 EVALUATE INSPECTION AUTHORIZATION

Section 1 Background

1. PTRS ACTIVITY CODES

A. *Maintenance:* 3512

B. *Avionics:* 5512

3. OBJECTIVE. This chapter provides guidance for issuing an inspection authorization.

5. GENERAL. Advisory Circular 65-19, Inspection Authorization Study Guide, as amended, serves as a reference and study guide for persons interested in obtaining an inspection authorization.

A. There is no limit on the number of inspection authorizations that may be issued by a given field office. No qualified applicant should be refused the opportunity to take the test.

B. Aviation Safety Inspectors (ASIs), should urge the holders of an inspection authorization to obtain and subscribe to changes for Advisory Circulars and other pertinent publications. ASIs should offer guidance for obtaining the required data, as requested. However, the responsibility for obtaining this material rests with the holder of the inspection authorization.

7. ELIGIBILITY. None of the requirements of FAR § 65.91 can be waived by ASIs.

A. The applicant must hold a current mechanic's certificate, with airframe and powerplant ratings, that has been in effect for at least three years. The applicant must have been actively engaged in maintaining certificated aircraft for at least the two year period prior to applying.

B. There must be a fixed base of operation at which the applicant can be located in person or by telephone. This base need not be the place where the applicant will exercise the inspection authority.

C. The applicant must have available the equipment, facilities, and inspection data necessary to conduct proper inspection of airframes, powerplants, propellers, or any related part or appliance. This data must be kept current.

D. The applicant must pass a written test on the ability to inspect according to safety standards for approval to return to service an aircraft, related part, or appliance after major repairs, major alterations, annual, and progressive inspections performed under FAR Part 43. There is no practical test required for an inspection authorization.

9. WRITTEN TEST. The person conducting the required test must be thoroughly familiar with current airworthiness regulations, aircraft specifications, type certificate data sheets, airworthiness directives, and inspection requirements.

A. The written test establishes the applicant's ability to read, understand, interpret, and apply the regulations, policies, and procedures set forth in FAA publications. It also provides the opportunity for personal contact with the applicant to discuss the various requirements and procedures associated with exercising the privileges of the inspection authorization.

(1) Applicants should understand the test procedures, including the enforcement of time limitations.

(2) Applicants must take the test in sequence.

(3) Applicants should have available appropriate aircraft specifications, type certificate data sheets, Federal Aviation Regulations, and other material to answer Part II of the test. Prior to the examination, applicants should coordinate with the inspector conducting the examination to determine what materials are appropriate.

(4) Applicants should understand that failure of any part will require a wait of 90 days before retesting is allowed.

B. The test should be scheduled early in the day to allow

the applicant time to complete all parts within the working day. However, the applicant may be given the test at one or more sittings, one part at a time, starting with Part I.

(1) The time at which the applicant must surrender the paper should be entered on the test cover or in the space provided.

(2) The examining official must select an aircraft on which the applicant's answers will be based. The aircraft should be a model and serial number eligible for standard airworthiness certification.

(a) While the use of aircraft certificated under FAR Part 25 or CAR 4b is permissible, it is suggested that the aircraft selected be of a type certificated under FAR Part 23 or CAR 3.

(b) To preserve the effectiveness of the test, each applicant should be given a different model aircraft.

C. The minimum passing grade on any part of the written test is 70 percent.

(1) The person conducting the test must use the specific scoring key and guide to grading that comes with the particular inspection authorization written test.

(a) The multiple choice questions in Part I must be graded using the scoring key provided.

(b) The person conducting the test must determine that the applicant's responses on Part II contain all the information necessary for a complete answer, as judged by the scoring key responses. All grading of these parts must be indicated by a correct or incorrect answer only.

(c) Variations in serially numbered aircraft of the same make and model may require different answers.

(2) It is not necessary for applicants to quote regulations verbatim or to use the exact words shown in the grading guide.

(3) When an applicant passes all parts of the

inspection authorization written test, airworthiness inspectors should discuss any questions the applicant answered incorrectly prior to issuing the authorization. This will ensure that the applicant clearly understands the inspection authorization privileges, limitations, responsibilities, and functions in the aviation community.

11. DURATION OF INSPECTION AUTHORIZATION.

An inspection authorization expires March 31 of each year and ceases to be effective whenever either of the following occur:

- The authorization is surrendered, suspended, or revoked. When this occurs, the inspector shall request the holder to return the authorization, FAA Form 8310-5
- A holder fails to meet the renewal requirements of FAR § 65.91(c)(1) through (5)

13. PRIVILEGES OF AN INSPECTION AUTHORIZATION

A. When exercising the privileges of an inspection authorization, the holder may:

- Inspect and approve for return to service major repairs and major alterations if the work was done according to technical data approved by the Administrator
- Perform an annual inspection
- Perform or supervise a progressive inspection

B. An inspection authorization holder shall not approve for return to service major repairs, major alterations, or inspection on an aircraft maintained according to a continuous airworthiness program under FAR Parts 121/135 and 127.

C. When operating away from the district office having geographic responsibility, the inspection authorization holder should notify the district office in the area where the work will be performed, prior to exercising the authorization. The inspection authorization holder should submit his report to the local office where the work was performed.

D. An inspection authorization holder who changes the fixed base of operation may not exercise the privileges of the authorization prior to notifying the district office or

international field office for the area where the new base is located. This notification must be in writing.

Section 2 Procedures

1. PREREQUISITES AND COORDINATION REQUIREMENTS

A. Prerequisites

- Knowledge of the regulatory requirements of FAR Parts 39, 43, and 65

B. Coordination. None.

3. REFERENCES, FORMS, AND JOB AIDS

A. References

- Advisory Circular 65-19, Inspection Authorization Study Guide, as amended
- Order 8300.10, Vol. 2, Ch. 27, Renew Inspection Authorization

B. Forms

- FAA Form 8060-5, Notice of Disapproval of Application
- FAA Form 8310-5, Inspection Authorization
- FAA Form 8610-1, Mechanic's Application for Inspection Authorization

C. Job Aids. None.

5. PROCEDURES

A. Review the Application

(1) If the applicant has previously held or currently holds an airman's certificate, check the Enforcement

Information System (EIS) file. Obtain a copy of any suspension/revocation order for review. If the applicant is ineligible for an inspection authorization, return the application.

(2) Ensure that documents provide a complete and positive record of meeting the requirements.

B. Verify that the Applicant Has Met the Requirements for the Authorization as Specified in FAR § 65.91(c)(1) through (4)

C. Administer the Test

(1) Ensure that the applicant has the material required to complete the test.

(2) Advise the applicant of the time limitations. Note the time the test started on the cover of the test booklet.

(3) Monitor the applicant's progress.

(4) Grade each section of the test in sequence. Ensure that the applicant has completed each part successfully before taking the next part.

(5) Record test results in the booklets. Do not remove or reproduce pages or retain any part of the test booklet in the district office files. Return used booklets to the distribution section, AAC-65C.

7. TASK OUTCOMES

A. File PTRS Transmittal Form

B. Issue the Inspection Authorization

(1) When an applicant successfully completes the test, issue an Inspection Authorization, FAA Form 8310-5, as follows:

- Type all information on the face of FAA Form 8310-5
- Enter the mechanic's full name in the space provided
- Make certain that the mechanic certificate number entered on this form is the same as that appearing on the applicant's mechanic certificate, Advisory Circular Form 8060-1
- Have the applicant sign FAA Form 8310-5 in ink

(2) Forward the original copy of FAA Form 8610-1 to the Airmen Certification Branch, AVN-460. Retain the duplicate copy for the district office files. Enter information into the Vital Information System.

C. Deny Inspection Authorization. Issue FAA Form 8060-5, Notice of Disapproval of Application, to applicants who fail to make a grade of 70 percent on any part of the test.

(1) Complete an original and one copy indicating the part or parts failed. Type the following on the reverse side of the form and bring it to the attention of the applicant: "If you present your application for a retest to the district office listed below, you will not be required to retake Part(s) (indicate part(s) successfully completed). (Insert name and location of district office)."

(2) Give the original to the applicant. Retain the duplicate for the district office file with the application, Form 8610-1. No further report or record of action is required.

9. FUTURE ACTIVITIES. Inform the Inspection Authorization holder of the requirement to report any change of base of operation. Conduct annual inspection authorization renewal and routine surveillance.